

## **HUMAN RESOURCES AND LABOR NEGOTIATIONS COMMITTEE**

Minutes of the Regular Session of the Human Resources and Labor Negotiations Committee of the Dodge County Board of Supervisors held on Tuesday, January 20, 2015 at 9:00 A.M., in meeting room 4-C located on the fourth floor of the Administration Building.

**HR COMMITTEE MEMBERS PRESENT: Marsik; Duchac; Frohling; Greshay; and Schmidt.**

**ALSO PRESENT: Joseph Rains, Human Resources Director; Kelly Henning, HR Assistant II; James Mielke, Dodge County Administrator; Angela Zilliox, HR Specialist; Nancy Pirkey, Labor Attorney – Buelow, Vetter, Buikema, Olson & Vliet, LLC; Russell Freber, Director Physical Facilities; Sheriff Dale Schmidt; Captain Trace Frost, Sheriff's Department – Patrol Division; Jeff Berres, Dodge County Board Supervisor**

**Meeting called to order by Marsik at 9:00 a.m.**

Roll call was taken. All members present.

Rains verified that the meeting was noticed in compliance with the Open Meetings Law.

Motion by Duchac to approve the agenda and allow the Chairperson to go out of order to efficiently conduct the meeting. Second by Greshay. Motion carried.

Marsik asked if anyone present had any public comments. None.

Motion by Schmidt to approve the minutes of the January 6, 2015 regular meeting of the Human Resources and Labor Negotiations Committee. Second by Frohling to approve the minutes. Motion carried.

Rains introduced a recommendation to remove a letter of reprimand from Sheriff Schmidt's file. Rains explained the recommendation after which a lengthy discussion followed.

Motion by Frohling to remove the letter of reprimand from Sheriff Schmidt's personnel file without setting a precedent. Second by Duchac. Motion carried by a vote of four (4) to one (1).

Rains presented a request to give the County Administrator the authority to approve the hiring of Maintenance Mechanics at steps one (1) through five (5) of the Labor Grade. Currently the County Administrator can approve the hiring for any position in the compensation plan at steps one (1) through three (3). Freber explained what skills are expected of the candidates for the Mechanic position and what has transpired during the current hiring process. Qualified candidates have been declining the position at the current starting wage. Discussion followed resulting in the decision to give authority to Mielke to authorize up through step five (5) of the labor grade. Mielke pointed out that advertising the new wage could make a difference in the number of qualified applicants who apply.

Motion by Greshay to approve the request to give authority to Mielke to authorize a hiring wage up through step five (5) as requested for the Maintenance Mechanic position. Second by Frohling. Motion unanimously carried.

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Rains explained that he has received from the Hays Companies the health insurance survey questionnaire that is to go out to employers. He also stated that Hays will send out the surveys to previously identified public and private sector employers. The survey results will not link responses with respondents.

The Committee reviewed the Personnel Requisitions. Mielke recommended approval of these requests.

Motion by Greshay to approve the Personnel Requisitions as presented. Second by Schmidt. Motion carried by unanimous vote.

One (1) Park Caretaker–Astico Park–Seasonal, Land Resources & Parks Department  
One (1) Correctional Officer–F.T., Sheriff's Department–Jail Division

Leave of Absence:

Rains explained that an employee of the Highway Department with less than one (1) year of employment is requesting a leave of absence for the birth of a child. He also explained that an employee of the Sheriff's Department – Jail Division is requesting a leave of absence for his own health condition.

Motion by Schmidt to approve the leaves of absence as requested. Second by Duchac. Motion carried by unanimous vote.

An employee of the Highway Department is requesting a County Provided Medical LOA from 12-29-14 to 01-02-15 for the Birth of a Child and Care of the Newborn using sick pay.

An employee of the Sheriff's Department–Jail Division is requesting a County Provided Medical LOA from 12-12-14 to 12-18-14 for medical leave for himself using sick pay.

The Committee reviewed the Salary, Wage, and Status changes as presented.

NEW HIRE – UNION: None. RE-HIRE – UNION: None. RECLASSIFICATION – UNION: Dean B. Hopp, Detective (37.5 hrs/wk), Sheriff's Department-Detective Division at \$28.87, Pay Grade SSU06, Step 5M42 effective 01-01-15; Ryan E. Schwartz, Traffic Patrol Officer, Sheriff's Department – Patrol Division at \$28.22, Pay Grade SSU04, Step 6M54 effective 01-08-15. STEP INCREASE – UNION: None. NEW HIRE: Mark A. Kollmansberger, Utility II/Truck Driver-East, Highway Department at \$17.14, Pay Grade DC04, Step ST02 effective 12-22-14; Matthew T. Lubitz, Utility II/Truck Driver, Highway Department at \$17.14, Pay Grade DC04, Step ST02 effective 12-18-14; Lynn M. Perrenoud, Nutrition Site Manager, Human Services & Health Department at \$11.70, Pay Grade MSC15, Step ST01 effective 01-06-15. RE-HIRE: None. LIMITED TERM/SEASONAL: Lindsey R. Knoll, Paralegal Intern-Seasonal Re-hire, District Attorney Department at \$9.00, Pay Grade MSC10, Step 01<sup>ST</sup> effective 12-22-14. RECLASSIFICATION: Melissa R. Abel, Psychiatric Therapist II-Community Support, Human Services & Health Department at \$26.29, Pay Grade DC09, Step ST01 effective 01-05-15; Nicole L. Krentz, Deputy

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Secretary, Sheriff's Department – Jail Division at \$19.79, Pay Grade DC03, Step S13B effective 01-12-15. STEP INCREASE: Elizabeth M. Statz, Child Support Specialist II, Child Support Department at \$20.18, Pay Grade DC05, Step ST04 effective 02-10-15; Susan K. Whiting, Account Clerk III, Child Support Department at \$19.04, Pay Grade DC04, Step ST06 effective 02-23-15; Robert G. Barrington, Managing Attorney, District Attorney Department at \$38.98, Pay Grade DC14, Step ST03 effective 01-01-15; Cheryl N. Braun, Account Clerk II – Highway, Highway Department at \$17.61, Pay Grade DC04, Step ST03 effective 01-02-15; Jeffrey S. Diels, State Patrolman, Highway Department at \$21.66, Pay Grade DC04, Step S12A effective 03-01-15; Shawn A. Hundt, Equipment Operator, Highway Department at \$22.30, Pay Grade DC05, Step S08B effective 02-07-15; Joseph J. Lechner, Patrol Superintendent, Highway Department at \$31.86, Pay Grade DC11, Step ST03 effective 02-20-15; Aubrey D. Fleischer, RN Case Manager-Mental Health, Human Services & Health Department at \$25.75, Pay Grade DC08, Step ST03 effective 11-16-14; Paul A. Beeney, Maintenance Mechanic, Physical Facilities Department at \$21.24, Pay Grade DC05, Step ST06 effective 01-08-15; Logan J. Griffith, Custodian II, Physical Facilities Department at \$13.33, Pay Grade DC02, Step ST02 effective 01-02-15; David L. Link, Maintenance Mechanic, Physical Facilities Department at \$21.24, Pay Grade DC05, Step ST06 effective 01-02-15; Dustin R. Beck, Jail Supervisor, Sheriff's Department – Jail Division at \$28.04, Pay Grade DC08, Step ST06 effective 01-03-15; Nathaniel D. Hein, Correctional Officer – Relief, Sheriff's Department – Jail Division at \$19.29, Pay Grade DC04, Step ST06 effective 02-22-15; Cheryl L. Kotek, Communications Officer – 40 hours, Sheriff's Department – Communications. Division at \$23.90, Pay Grade DC05, Step S11B effective 12-04-14; Brian G. Loos, Lieutenant, Sheriff's Department – Patrol Division at \$32.44, Pay Grade DC10, Step ST06 effective 02-28-15. NON-SCHEDULED INCREASE: None.

The Committee reviewed the Orientation Period Reports as presented.

Committee Member Reports: None.

### **HR Director's Report:**

- a) Disciplinary Actions: None.
- b) Grievances and Arbitrations: None.

Future Agenda Items:

Discuss the Non-represented Compensation Plan at the February 17, 2015 meeting.

Mielke informed the Committee that he had been approached by an employee regarding the vacation policy. He has no recommendation at this time, but wishes to revisit the vacation policy in the near future.

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**Closed Session:**

Motion by Frohling, second by Duchac to convene in Closed Session. Before voting on the motion, Chairperson Marsik announced to all present that the reason for convening in closed session is for the purpose of conducting public business, which, because of bargaining reasons, requires a closed session, namely, developing negotiating strategies for collective bargaining. The meeting is closed pursuant to Sections 19.85(1)(e) of the Wisconsin Statutes. A roll call vote was taken.

Motion carried by unanimous vote of all members present, at 10:00 a.m.

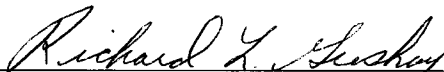
**Open Session:**


Motion by Frohling, second by Schmidt to reconvene in open session. A roll call vote was taken. Motion carried by unanimous vote of all members present at 10:25 a.m.

**Future Meeting Dates and Times**

The next regular scheduled meetings of the Human Resources and Labor Negotiations Committee are **Friday, February 6, 2015** and **Tuesday, February 17, 2015 at 9:00 a.m.** in room 4C of the Administration Building.

Meeting adjourned by order of the Chair at 10:30 a.m.

  
Richard Greshay, Secretary

  
Joseph Marsik, Chairperson

Disclaimer: The above minutes may be approved, amended, or corrected at the next committee meeting.

## HUMAN RESOURCES AND LABOR NEGOTIATIONS COMMITTEE

Minutes of Closed Session of the Human Resources and Labor Negotiations Committee of the Dodge County Board of Supervisors on January 20, 2015 held in the Administration Building, Room 4C.

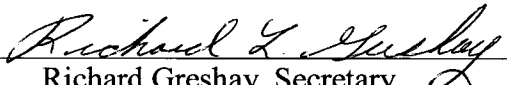
**MEMBERS PRESENT:** Marsik, Duchac, Frohling, Greshay, and Schmidt

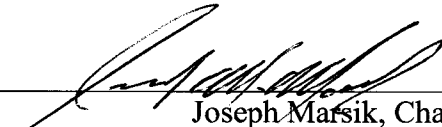
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The Committee discussed negotiation strategies for collective bargaining.

Motion by Frohling, second by Schmidt to reconvene in open session. A roll call vote was taken. Motion carried by unanimous vote of all members present at 10:25 a.m.

  
Richard Greshay, Secretary

  
Joseph Marsik, Chair

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